

**Questions and Answers**  
**August 26, 2014**

*"Computer-Assisted Telephone Interviewing Data Collection for the Maryland Behavioral Risk  
Factor Surveillance System (BRFSS)"*  
**DHMH/OPASS 15-14097**

1. Page 27, 3.2.1.C.1.f – Please clarify what the pretest of 20 new questions involves. How many interviews are required and what is the timing of this pretest? **The Pretest of up to 20 new closed-format State-added questions refers to the vendor's internal process for testing/programming new questions/modules and available responses selected by the State to be included in the BRFSS questionnaire. This does not refer to cognitive testing of the questions, which would be done outside of this contract.**
  
2. Page 32, 3.3.3 - Please clarify staff for whom a criminal background check is required. Is this only key personnel or interviewing staff as well? Please note that the cost of this requirement is substantial (\$50 or more per person) and will be time-consuming. We believe that this requirement seems overly onerous given the information that is collected in the survey (no HIPAA regulated information). This has not been a requirement on similar Maryland data collection projects. **The Department expects the successful vendor to adhere to this requirement for any person that is proposed to work on this contract**
  
3. Page 35, 4.2.2 – can we provide these in PDF format instead? - **Perspective vendors must adhere to the requirements of the referenced section of this RFP for submitting their Proposal (Technical and Financial).**